

Lake Parsippany Elementary School

August 31, 2022

Dear Parent/Guardian,

We are looking forward to an exciting and productive school year! I return to Lake Parsippany School as your new building principal after teaching fourth grade here many years ago! We welcome the following new staff members:

Beth Huppert-Grade 2/Tammy Walsh-Grade 3/Mary Ellen Iradi- Primary/Vanessa Knops- Intermediate/Lynea Dressel-OT/Lauren Ogens- OT/Valerie Grier-Paraprofessional/Nimra Baig- Paraprofessional/Kiana Davis- Paraprofessional/ Carlene Cheatam- Grade 1 short-term substitute for Laura Hart /Daisy Randelia-Paraprofessional/Michaela Kessinger- Reading Specialist/Jennifer Fusaro- PE/Fred Douglas- Guidance

Lunch:

Students will have an opportunity to purchase lunch from Pomptonian at school daily. Please reference the following link:

https://www.pthsd.k12.nj.us/staff_resources/nutrition_services/menus/

Students are also welcome to bring their own lunch from home if you choose. Lunch will take place in the gymnasium and/or classrooms with rotated lunch outdoors (weather permitting) and daily interactive recess. *Students may be encouraged at a later date to bring a beach towel each day for their own comfort when eating lunch outdoors.*

School Visitation and Lunch/Items Drop-off

Our school will continue to limit visitors inside the school. We will continue the practice of having a drop-box located outside the front entrance for the drop-off lunch or other necessary items. Please buzz the main office upon your arrival, and we will assist you as necessary. If you are visiting due to a meeting that has been scheduled by the school, please be sure to indicate that to the main office when you arrive. Unannounced visitations inside the school will not be permitted at this time.

ARRIVAL AND DISMISSAL PROCEDURES: (Similar to the previous school year)

Student arrival is 8:55 am

- **Doors will open approximately 8:45** - students will enter the building through the following doors and report directly to their classrooms.
 - **K-1 students:** Enter through the usual double doors outside the kindergarten wing along the curb.
 - **Grades 2 and 3 students:** Enter through the double doors to the left of the gymnasium by the blacktop.
 - **Grades 4 and 5 students:** Enter through the double doors on the right side of the school by the back parking lot.

Student dismissal will be staggered as indicated below

- **K-1** students will dismiss at 3:20 PM through the same doors they enter the building upon morning arrival.
- **Grades 2, 3, 4, and 5** students will exit at 3:25 PM through the same doors they enter the building upon morning arrival.
- Bus students will report directly to the busses once they arrive at the school. Students will be called down once the bus arrives at dismissal.
- Leaving your car unattended or exiting your car while parked within the traffic line is **not permitted**. If you intend to walk your child while on school grounds, you **must** park your car in a legal parking space before doing so. Due to traffic during arrival/dismissal times, it is recommended that you park your car outside the school grounds (weather permitting) and walk into the school premises for drop-off/pick-up.
- Be sure to utilize the crosswalks, as there is supervision in those areas, amongst others during arrival and dismissal times.
- If driving, pull your vehicle as far to the front of the pick-up line as possible to avoid spaces between vehicles.
- Children must be dismissed on the passenger side of the vehicle to ensure a more uniform and safer arrival for the school day.
- Be sure your parking location is not blocking or inhibiting the school entrance/exit.
- If a child arrives after 8:55 AM, he/she must be walked to the school entrance doors by a parent/guardian to be signed into school for the day. Office staff will assist you in doing so. Students must be picked up at their designated dismissal time above.
- **Back Parking Lot:** Please refrain from using the back parking lot during arrival/dismissal times. This lot is reserved for staff parking, and cutting into the traffic flow from this lot may cause unintended dangerous situations.
- Please refrain from having your child cross the parking lots or traffic lines to enter your car. Please remain within the traffic flow, and we will help to ensure your child finds your car, even if you are pulled all the way to the front of the line.

I hope you enjoy the remaining week of summer (First Day for Students-9/6/22) and please know that our Lake Parsippany Staff is here to assist you during this time! Mark your calendars for Back to School Night on 9/15/22 and a PTA meeting on 9/20/22 in which I can have an opportunity to further speak with you individually. More details will be sent in a September School Messenger!

Our greatest weakness lies in giving up. The most certain way to succeed is always to try just one more time. – Thomas A. Edison

Sincerely,
Ms. Michele Hoffman
Principal